

March 1, 2016
Clerk, U.S. Bankruptcy Court
BY **gjd** DEPUTY

- e. Do not announce your presence until the court calls your case. Simply stay on the line, even if there is only silence, until the judge starts the hearings, and then continue to listen quietly until your case is called.
- f. Whenever speaking, first identify yourself.
- g. Be on time. The judge may handle late calls the same as a late appearance in the courtroom.

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